

IM BOARD MEETING SUMMARY

February 3, 2000

Meeting Agenda

- Review agenda and 12/9/99 meeting action items (Griffin)
- IM Development Status (Hughes)
- Cyber Security (Nay)
- SC Customer Advisory Group Meeting Review (Willis/Griffin)
- Field Collaboration Status (Yockman)
- Departmental IA Project (Bolton)
- IMSC Refocusing (Oyler)
- Next Steps / Future Actions (Griffin)
 - ESC Issues
 - Future Agenda Items
 - Next Meeting

Meeting Attendees

Name	Role	Organization	Contact #	Attendance
Bill Valdez	Chair	SC-5	3-5823	Local
Ted Griffin	Exec. Sec.	SC-621	3-4602	Local
Peggy Burris	Member	SC-4	3-7265	Phone Conference
Steve Buswell	Member	SC-7	3-9741	Phone Conference
Greg Dilworth	Member	SC-17	3-2873	Local
Myrna Vallette	Member	SC-62	3-3444	Local
Mike Riches	Member	SC-70	3-3264	Local
John Yates	Member	SC-82	3-8435	Local
Curt Bulton		SC-55	3-4914	Local
Dean Oyler		SC-22	3-6394	Local
Clem Boyleston		SC-621	3-9548	Local
Pat Flannery		SC-621	3-9002	Local
Robbie Green		SC-621	3-5015	Local
Gene Hughes		SC-621	3-5409	Local
Jason Kruse		SC-621	3-6592	Local
Pat Rice		SC-621	3-4556	Local
David Wigtil		SC-621	3-5730	Local
Dick Yockman		SC-621	3-3394	Local

Meeting Summary

IM Development Status

An overview of IM development efforts in accordance with the SC HQS FY2000 IM Operating Plan was presented.

- Question: What is the status of MS Enterprise Agreement in terms of MS software for home computers?
- Answer: It is unclear as to what is available from MS to use at home and at work. This will be resolved with the Office 2000 rollout.

- Question: Can we have Outlook at home?
- Answer: Yes. There are two options available: (1) via Terminal server and (2) via OWA (Outlook Web Server). Detailed instructions are available by contacting the SC Support Center.

Cyber Security

A presentation of the current cyber security plan was given. Key issues discussed were the update plan, cost, and incorporation of the Labs' vision.

SC Customer Information Advisory Group (CIAG)

CIAG has been meeting almost every week since October, 1999 with outstanding participation and providing a very useful forum for customer interaction in the rollout and implementation of IM. The Group continues to meet every Wednesday at 10:00 am.

Field Collaboration Status

Low to zero cost projects continue to be actively supported. Only Chicago is pursuing the implementation of an Information Architecture in FY2000. Oakland, Oak Ridge, and OSTI are unable to come up with the necessary funding.

Departmental Information Architecture Project

The Departmental Information Architecture Project final report will be completed in approximately two weeks. Completed components include the Information Resources Catalogue, Business Model, Application Architecture, and Data Architecture. The Technology Architecture, which was not accomplished, will be completed during the update process. To ensure success, the lessons learned are (1) involve the LPSOs and (2) do not avoid using program funds.

IMSC Refocusing

Two issues were raised: Is one IMSC team sufficient? Does the current team consist of the right members to address the expanding IMSC scope? It was suggested that there should be four IMSC teams to address its functional parts individually (e.g., Execution, Formulation, Intranet, Query/Reporting).

Action Items

- Action: (Bill Valdez, Peggy Burris, IM Board)

Solicit IMSC team leads and provide names to IMSC champions and SC-621.

- Action: (Green)

Determine if the MS Enterprise Agreement will allow the use of SC HQS COTS software at home by SC HQS personnel.

- Action: (Hughes)

Determine the IMSC requirements to phase out the IPS system.

- Action: (IM Board)

Identify Organization Administrators. (SC621 will send an email to the IM Board soliciting this information.)

Next Steps / Future Actions

- No potential ESC issues were identified.
- No service issues were identified.
- The next IM Board meeting will be held in March (agenda TBD).